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CHAPTER 7: TRAVEL AND TRANSPORTATION OF DEPENDENTS

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TRAVEL AND TRANSPORTATION OF DEPENDENTS

C7000 ENTITLEMENT

Travel and transportation expenses of dependents at Government expense may be authorized or approved in connection with permanent duty travel both within and outside the continental United States. Travel and transportation expenses of dependents are based upon the entitlement of the employee concerned and are subject to the condition and restrictions in this Chapter. Except as provided in Chapter 12, transportation and/or per diem for dependents are limited to that allowable for uninterrupted travel by the authorized mode over a usually traveled route between the old and new duty stations. There is no entitlement to any additional transportation or per diem for dependents who accompany the employee on temporary duty assignments except for transportation authorized under pars. C4502-2 and 3 in connection with a training assignment.

C7001 TRAVEL AND TRANSPORTATION TO AND WITHIN THE CONTINENTAL UNITED STATES

1. **WHEN AUTHORIZED.** Travel and transportation expenses of dependents may be authorized in connection with an employee's permanent change of station from one duty station to another. For a househunting trip for the spouse incident to an employee's transfer, see par. C4107. Transportation expenses of dependents may be authorized in connection with travel to first duty stations of appointees to manpower shortage positions.

2. **ORIGIN AND DESTINATION.** Transportation of dependents may originate at the employee's old permanent duty station or at some other point, or partially at both. The destination may be the new permanent duty station, some other point selected by the employee, or both. The cost to the Government, however, will not exceed the cost of transportation by a usually traveled route between the old permanent duty station and the new permanent duty station. When the travel is to the first duty station, the cost to the Government will

not exceed the cost of transportation from the place of actual residence at the time of appointment to the permanent duty station by a usually traveled route.

3. **MODE AND ROUTING OF TRANSPORTATION.** Mode and routing of transportation authorized for dependents will be in accordance with Chapter 2. Dependents may accompany an employee by privately owned conveyance or may travel unaccompanied.

4. **TRANSPORTATION EXPENSES ALLOWABLE.** Reimbursable transportation expenses which may be allowed include but are not necessarily limited to the following:

1. cost of purchased commercial transportation not covered by transportation requests;
2. necessary and reasonable taxi fares to, from, and between transportation terminals;
3. baggage handling charges, including porters' fees or tips under the conditions in par. C4705-5;
4. mileage allowance for travel by privately owned conveyance, subject to the same reimbursement conditions and limitations as stated in Chapter 2 applicable to employees.

5. **INFORMATION TO BE INCLUDED IN TRAVEL ORDERS.** Authorization for transportation of dependents will be included in the travel order issued for movement of the employee.

★6. **TIME LIMITATION.** All transportation authorized for dependents must begin within 2 years from the date the employee reports for duty at the new duty station (see par. C1057 for exception to the 2-year time limitation). Every possible effort should be made, however, to commence travel at the earliest practicable date. A dependent child is defined in Appendix D as a child under 21 years of age; however, MS Comp. Gen. B-160928, 28 March 1969 and B-166208, 1 April 1969 (unpublished)

advise that a dependent child's eligibility for travel is dependent on his status as of the date the employee reports for duty at the new station rather than the date of travel. As an example, a child could be 20 years and 11 months old when his eligibility is established and not travel until he is 22 years and 11 months old and still be eligible for travel. If an employee enters upon active military duty at any time prior to the expiration of such period, the 2-year period will be exclusive of the time spent in military service.

**C7002 TRAVEL AND TRANSPORTATION
EXPENSES TO AND BETWEEN
OVERSEAS STATIONS**

1. **WHEN AUTHORIZED.** Travel and transportation expenses of dependents will be authorized in connection with the permanent change-of-station movement of current employees, the initial appointment of certain employees, or renewal agreement travel.

2. **TRANSPORTATION ORIGIN AND DESTINATION**

a. Reassignment or Transfer of a Current Employee

(1) From a Permanent Duty Station Within the Continental United States to a Permanent Duty Station in an Overseas Area. When a current employee is reassigned or transferred from a permanent duty station within the continental United States to a permanent duty station in an overseas area, transportation of dependents may originate at the employee's permanent duty station, some other place, or partially at both. Except as prescribed in Chapter 12, the destination may be the overseas permanent duty station or an alternate destination in the continental United States specified at the time of transfer. Except as provided in Chapter 12, the cost to the Government will not exceed the cost of transportation from the old permanent duty station to the new permanent duty station by a usually traveled route. Alternate destination transportation will be in lieu of transportation to the new overseas permanent duty station except in those cases where the employee is residing on a military reservation in the continental United States at time of transfer to the overseas station and is required to vacate the

quarters before movement of dependents to an overseas station is authorized. In such case, if travel to the overseas area is subsequently authorized, the cost of the two movements will be limited as stated herein.

(2) Between Different Overseas Permanent Duty Stations. Except as provided in Chapter 12, when a current employee is reassigned or transferred between overseas permanent duty stations, transportation entitlement for dependents will be from the old permanent duty station to the new permanent duty station. When the employee has earned entitlement for transportation to his place of actual residence, he may elect to have his dependents return to such place of actual residence.

b. Initial Appointment of a Person Recruited for Assignment to an Overseas Permanent Duty Station

(1) Recruited in the Continental United States. When a person, recruited in the continental United States, is initially appointed for assignment to an overseas permanent duty station, transportation entitlement for dependents will be from the place of actual residence to the overseas permanent duty station, unless otherwise authorized in Chapter 12.

(2) Recruited Outside Continental United States. When a person, recruited outside the continental United States, is initially appointed for assignment to an overseas permanent duty station in a different geographical locality from that in which the place of actual residence is located, transportation entitlement for dependents will be from the place of actual residence to the permanent duty station, unless otherwise authorized in Chapter 12.

c. Initial Appointment of a Person Recruited Locally Overseas Who Executed an Agreement. Except as provided in Chapter 12, upon initial appointment, a person who meets the eligibility conditions in par. C4002-3b and who has executed an agreement, will be entitled to transportation of dependents from the place of actual residence to the overseas permanent duty station provided the dependents were not in the overseas area at the time of employment of the employee concerned.

Travel and Transportation of Dependents**C7002**

d. Execution of a Renewal Agreement to Serve an Additional Tour of Duty in Same or Another Overseas Area. If an employee, who executed a renewal agreement to serve an additional tour of duty in the same or another overseas area, is transferred or reassigned to the overseas area, transportation entitlement for dependents, except as authorized in Chapter 12, will be from the permanent duty station at the time of his initial transfer or reassignment overseas to the overseas permanent duty station provided the dependents did not accompany him to the overseas area on a preceding tour of duty. Although the transportation may originate at some other point, transportation at Government expense will not exceed the cost by usual mode from the old permanent duty station to the overseas permanent duty station by a usually traveled route unless otherwise authorized in Chapter 12. If the employee executing a renewal agreement was a new appointee at the time of original overseas employment, dependent transportation may be authorized from the place of actual residence established at the time of initial appointment provided the dependents did not accompany him to the overseas area on the preceding tour of duty.

3. **CONCURRENT TRAVEL.** Concurrent transportation of dependents from the continental United States is authorized automatically to some overseas areas. In instances when prior approval of the overseas command is necessary, the responsible continental United States recruiting office or other appropriate office will secure the approval or nonapproval for concurrent transportation from the overseas command concerned and, when appropriate, advise the activity responsible for processing the employee. When transportation of dependents is authorized concurrently or within 60 days after the reporting date of the principal at the Army, Navy, or Air Force terminal, the activity responsible for processing the employee will take action regarding passports, visas, immunizations, port calls, and transportation. When transportation of dependents is authorized by the overseas command subsequent to arrival of the employee at the overseas permanent duty station, the employee's travel order will not provide for travel for dependents, but will be amended to provide for transportation of dependents at the time travel is to be performed by the dependents. The procedures

prescribed in AR 55-46 in connection with the priority system will be followed for Army employees.

4. **MODE AND ROUTING OF TRANSPORTATION.** Transportation of dependents may be authorized by any mode of transportation specified in Chapter 2 in accordance with the instructions contained therein.

5. **EXPENSES AUTHORIZED.** In addition to the expenses listed in par. C7001-4 for travel of dependents within the continental United States, the following items of expense are allowed for travel outside the continental United States:

1. commissions for conversions of currency in foreign countries;
2. charges covering exchange fees for cashing United States Government checks or drafts issued in reimbursement of expenses incurred for travel in foreign countries;
3. costs of traveler's checks, money orders, or certified checks purchased in connection with official travel inside or outside the continental United States for the safe transportation of personal funds necessary for normal expenses incurred, provided that the total value of such instruments is not more than the per diem or actual expense allowance and travel expenses administratively estimated for the authorized travel;
4. fees in connection with a change of status, issuance of passports and visas, costs of certificates of birth, health, identity, and of affidavits, and charges for inoculation which cannot be obtained through a Federal dispensary. Such expenses will not include any fees or charges for legal services even though local laws or custom may require the use of lawyers in processing applications for passports, visas, or changes in status.

6. **INFORMATION TO BE INCLUDED IN THE TRAVEL ORDERS.** Authorization for transportation of dependents will be included in the travel order issued for the employee except when orders are amended or supplemental orders are issued in accordance with subpar. 3.

7. TIME LIMITATIONS

a. General. Authorized transportation of dependents must begin within 2 years after the effective date of the employee's transfer or initial appointment to the overseas area, or within 2 years after the execution of a renewal agreement. If an employee enters upon active military duty at any time prior to the expiration of such period, the 2-year period will be exclusive of the time spent in military service. In instances when employees are assigned to duty outside the continental United States, the 2-year period will be exclusive of any time during which shipping restrictions or administrative embargoes make the travel and transportation impossible; for example, the lack of family housing in an overseas area which precludes the transportation of dependents constitutes an administrative embargo. Every possible effort, however, should be made to complete the travel at the earliest practicable date. When an administrative embargo is removed, the overseas command will notify all affected employees in writing and the 2-year time limitation will begin to run from the date of the removal of the embargo.

b. Remaining Service Requirement. Transportation of dependents to the overseas area within the initial 2-year period, or any subsequent 2-year period established as a result of execution of a renewal agreement, will not be authorized unless at least 1 year of the agreed minimum period of service remains to be completed or the employee agrees to serve 1 year after arrival of dependents in the overseas area, except at Adak and Kodiak, Alaska, where the remaining service requirement is reduced to 6 months of the agreed minimum period of service which remains to be completed or the employee agrees to serve 6 months after arrival of dependents at Adak or Kodiak.

c. Transfers Without a Break in Service. When an overseas employee of another Federal department or agency is transferred to a position in an overseas activity without a break in service, transportation of his dependents from the old overseas permanent duty station to his new permanent duty station will be at Government expense if the move is primarily for the benefit of the Government. If the employee's dependents have not

joined him in the overseas area, movement from the last permanent duty station or place of actual residence, as applicable, in the United States or other country of actual residence may be authorized under the time limitations prescribed in subparagraph. b.

d. Local Hire Employees. The time limitations contained in subparagraph. b are applicable for transportation of dependents of employees hired locally who execute an agreement at time of original appointment or who enter into a renewal agreement for an additional tour of duty.

C7003 TRAVEL FROM OVERSEAS AREA

1. GENERAL. Entitlement to transportation of dependents from overseas areas at Government expense stems from the eligibility of the employee for such movement or a determination by the overseas command concerned that the best interest of the Government will be served by the prior return of one or more of the dependents. When an employee violates his agreement, or otherwise has no entitlement for return transportation, his dependents are ineligible for transportation at Government expense. If dependents elect to remain in the overseas area after return of the employee instead of accepting return transportation, the constructive cost of such transportation will not be authorized. If a dependent of an employee reaches his 21st birthday while an employee is assigned to duty overseas, such former dependent is entitled to return travel to the employee's place of actual residence in the United States provided his last travel overseas was at Government expense as the employee's dependent. In this connection, the former dependent is authorized travel when the employee is authorized a permanent change of station to a duty station in the United States; is performing authorized separation travel to his place of actual residence in the United States; or is performing authorized renewal agreement travel to the United States. See subparagraphs. 3; 4a, item 1; 4b; and par. C7004. In any other situation, the authority for return to the United States will be under the provisions applicable to advance return of a dependent (other than for compassionate reasons). In any case, return of such dependent must be not later than when the employee is next eligible for travel or

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by the end of the tour of duty under the current agreement. Except when travel is authorized under advance return provisions, authorization of return travel of such dependent is contingent upon authorized travel of the employee to the United States.

2. **WHEN AUTHORIZED.** Transportation of dependents may be authorized at Government expense in connection with a permanent change of station, or with the return for separation, of certain employees as indicated in subpar. 3.

3. **TRANSPORTATION ORIGIN AND DESTINATION**

a. Reassignment or Transfer of a Current Employee from an Overseas Permanent Duty Station to a Permanent Duty Station Within the Continental United States. When a current employee is reassigned or transferred from an overseas permanent duty station to a permanent duty station within the continental United States, transportation of dependents may originate at the employee's overseas permanent duty station, some other place, or partially at both. The destination may be the permanent duty station within the continental United States or an alternate destination in the continental United States specified at the time of transfer. The cost to the Government will not exceed the cost of transportation by usual mode and route from the overseas permanent duty station to the continental United States permanent duty station.

b. Return of an Employee for Separation

★(1) Employee Who Has Completed the Agreed Minimum Period of Service or Is Being Separated for Reasons Acceptable to the Government. An employee who is being returned for separation either because he has completed the minimum period of service or for reasons acceptable to the Government may be authorized dependent transportation from the overseas post of duty to the place of actual residence established at the time of appointment or transfer to the overseas duty post. Travel and transportation costs to an alternate destination anywhere in the world may be allowed. Such costs may not exceed the constructive costs for travel of dependents from the overseas post of duty to the country and place of actual residence. Any excess costs must be borne by the employee (MS Comp. Gen. B-211490, 10 April 1984). There

is no entitlement to travel and transportation of dependents if the employee is separated from a duty station in the same geographical locality in which his place of actual residence is located.

(2) Employee Appointed Locally Overseas Who Executed an Agreement and Who Has Completed the Agreed Minimum Period of Service or Is Being Separated for Reasons Acceptable to the Government. An employee, appointed locally overseas, who is being returned for separation either because he has completed the agreed minimum period of service or for reasons acceptable to the Government, is entitled to dependent transportation as authorized in subpar. (1).

(3) Employee Recruited Outside the Continental United States for Assignment to an Overseas Permanent Duty Station in a Different Geographical Locality Who Has Completed the Agreed Period of Service, or Is Being Separated for Reasons Acceptable to the Government. An employee, recruited outside the continental United States for assignment to an overseas permanent duty station, who, under the terms of a transportation agreement, is being separated from a duty station outside the geographical locality in which his place of actual residence is located upon completion of the agreed period of service or for reasons acceptable to the Government, is entitled to dependent transportation from such releasing duty station to place of actual residence. Transportation to an alternate destination in the geographical locality in which the place of actual residence is located may be authorized, provided that any cost in excess of the cost for transportation of dependents by the most economical route from the overseas post of duty to place of actual residence is borne by the employee.

4. **RETURN OF DEPENDENTS PRIOR TO RETURN OF EMPLOYEE**

a. Earned or Public Interest Transportation. Under either of the circumstances outlined in item 1 or 2, transportation for the return of one or more of an employee's dependents prior to the return of the employee may be authorized to the employee's place of actual residence in the United States or an alternate destination in the United States, provided that any cost in excess of the cost for transportation of dependents by the most economical route from

the overseas post of duty to place of actual residence is borne by the employee:

1. when the employee has acquired eligibility for return transportation by satisfactorily completing the minimum period of service prescribed by par. C4005;
2. when it is determined by the overseas command concerned that the best interests of the Government will be served by the return of one or more of the dependents for compelling personal reasons of a humanitarian or compassionate nature such as physical or mental health, death of any member of the immediate family, or obligations imposed by authority or circumstances over which the employee has no control.

Travel to, from, or between overseas areas will be as prescribed in Chapter 2.

b. Reimbursable Expense Transportation. When one or more of an employee's dependents are returned to the place of actual residence or alternate destination in the United States prior to his attaining eligibility for return transportation and for reasons other than those described in subpar. a, transportation will be at the employee's personal expense. When he has earned eligibility for return transportation at Government expense, the employee will be reimbursed for the proper expense of the transportation, not to exceed the cost for transportation of the dependents by the most economical route from the overseas post of duty to the place of actual residence. The amount of the reimbursement shall not exceed the amount allowable for the mode of transportation available that would have been utilized at the time that the employee became eligible for return at Government expense. Government transportation for dependents will be utilized if available. Paid receipts for expenses incurred will be required with the claim for reimbursement.

c. Limitations. Transportation or reimbursement for the return of dependents prior to the return of the employee will not be authorized in excess of one time during each agreed upon period of overseas service. There is no authority for return transportation of the dependents to the overseas duty station at Government expense except when the return is incident to renewal agreement travel performed by the employee (see par. C7004). When an employee

completes an agreed period of service, is furnished one-way transportation for his dependents to travel to his place of actual residence unaccompanied by him, and the employee performs renewal agreement travel at a later date, the expense of returning his dependents to his overseas permanent duty station at an earlier date is reimbursable. Reimbursement will not exceed the cost to the Government for transportation by the usual mode and route which would have been utilized had the dependents traveled back to the overseas permanent duty station with the employee. Paid receipts for expenses incurred will be required with the claim for reimbursement.

d. Return of Former Spouse and Dependents. Reimbursement is authorized for the return travel to the United States for a spouse and dependents of an employee who have traveled to the employee's overseas permanent duty station as dependents at Government expense, even if, because of divorce or annulment, such individuals will have ceased to be dependents as of the date the employee becomes eligible for return travel. Travel of such former dependents must commence prior to the end of the employee's current agreed tour of duty.

5. MOVEMENT BECAUSE OF EVACUATION. When travel is performed by dependents incident to an ordered evacuation, see Chapter 12.

6. MODE AND ROUTING OF TRANSPORTATION. Modes and routing of transportation of dependents may be authorized as provided in Chapter 2.

7. EXPENSES AUTHORIZED. Authorized expenses for the transportation of dependents from overseas areas are as prescribed in par. C7002-5.

8. INFORMATION TO BE INCLUDED IN TRAVEL ORDERS. Generally, authorization for transportation of dependents will be included in the travel order issued for the employee, except where separate orders are required in connection with the return of dependents to place of actual residence at Government expense prior to return of the employee or for movement because of evacuation.

9. TIME LIMITATIONS

a. General. Transportation of dependents from overseas areas will begin as soon as practicable after the effective date of the employee's change of permanent duty station or return for separation. If practicable, dependents will travel concurrently with

the employee, or as soon thereafter as appropriate transportation is available.

b. Reassignment to New Duty Station. Transportation of dependents will be as indicated in sub-par. a. In no event will travel begin later than 2 years after the effective date of reassignment to a new duty station exclusive of any time during which administrative embargoes or shipping restrictions make the travel impossible.

c. Return for Separation. When the employee is being returned for separation, transportation of dependents must be accomplished within a reasonable time after separation or the transportation entitlement is forfeited. Upon written request from the employee, the overseas activity commanding officer concerned may authorize delayed travel, if proper, under the provisions of par. C4202-2.

C7004 MOVEMENT IN CONNECTION WITH RENEWAL AGREEMENT TRAVEL

1. WHEN AUTHORIZED. Transportation of an employee's dependents may be authorized in connection with renewal agreement travel of the employee. Subject to the conditions in Chapter 4, part D, the transportation costs cannot exceed the cost to the Government for transportation to the destination authorized for the employee. In such cases, dependent transportation may be as provided in this paragraph.

2. ELIGIBLE DEPENDENTS AND EXTENT OF ENTITLEMENT. Dependents who traveled to the overseas duty station within the prescribed 2-year limitation, or who were acquired at the overseas station by marriage, birth, or adoption prior to the employee's commencement of round trip travel under a renewal agreement, and dependents, including newly acquired dependents, who did not travel to an overseas station during the preceding tour of duty, will be authorized round trip or one-way travel, as appropriate, in connection with the employee's renewal agreement. The employee's dependents at the overseas permanent duty station may accompany the employee, travel at different times, or remain at the overseas duty station pending the employee's return. Dependents will not be authorized return transportation to the overseas permanent duty station until the employee performs

his renewal agreement travel under a new agreement. If any of the dependent's travel is subsequent to the employee's renewal agreement travel, such round trip travel will be completed within 6 months of the beginning date of the employee's renewal agreement travel.

3. NEW TOUR AT DIFFERENT OVERSEAS DUTY STATION. If the employee's new tour of duty is at a different overseas permanent duty station, dependents who did not accompany him on renewal agreement travel but remained at the old overseas permanent duty station will be authorized transportation from the old to the new duty station.

4. TEMPORARY DUTY AT EXPIRATION OF LEAVE PRIOR TO RETURNING TO OVERSEAS DUTY STATION. When an employee and his dependents perform return travel to his place of actual residence for a period of leave before beginning a new overseas tour, and the employee is authorized to perform temporary duty or attend a training course at the expiration of leave prior to returning to his overseas permanent duty station, his dependents may be returned to the overseas permanent duty station upon completion of the period of leave.

C7005 TRANSPORTATION OF STUDENT DEPENDENTS FOR PURPOSE OF ATTENDING SCHOOL

Authority and eligibility requirements for travel and educational allowances of student dependents of civilian employees in foreign areas for the purpose of attending school are contained in the Standardized Regulations (Government Civilians, Foreign Areas) issued by the Department of State. Administration of student travel will be in accordance with Department of State and Department of Defense regulations and implementing regulations of the Services concerned.

C7006 PRESCRIBED PER DIEM RATES FOR DEPENDENTS

1. TRAVEL EN ROUTE BETWEEN EMPLOYEE'S OLD AND NEW DUTY STATIONS

a. General. A per diem allowance will be authorized for the employee's dependents for travel

between the old and new duty stations when an employee is transferred, regardless of where the old and new stations are located. In computing per diem allowances within CONUS, the prohibition on paying per diem for travel of less than 10 hours will apply to permanent change-of-station travel; outside CONUS, the 10-hour exclusion does not apply. If the origin and/or destination of the travel is other than the new or old duty station, the per diem allowance will not exceed the amount authorized between the old and new duty stations. The per diem allowances authorized for dependents incident to their travel between the employee's old and new duty stations are as indicated in subpars. b through d.

★ b. Amount Payable for Spouse When Accompanied by the Employee. When the spouse is accompanied by the employee, the maximum amount allowable is three-fourths of the per diem rate to which the employee is entitled under par. C4552-2a. Under this provision, the minimum per diem rate will be \$6 unless the employee receives a per diem rate of less than \$6 in which case his spouse will receive the same rate as the employee.

c. Amount Payable for Spouse When Unaccompanied by the Employee. When the spouse is unaccompanied by the employee, the maximum amount allowable is the per diem rate to which the employee would have been entitled had the employee and spouse traveled together. In such case, the travel time of the employee and the amount of per diem paid him are not factors in computing the amount of per diem allowance for travel of the spouse. When more than one privately owned automobile is used, the spouse will be considered to have been accompanied by the employee if travel is performed on the same days along the same general route.

d. Amount Payable for Each Dependent Other Than Spouse. For each dependent other than spouse, who is 12 years of age or older, the maximum amount allowable is three-fourths of the per diem rate to which the employee is entitled; and for each dependent under 12 years of age, one-half of the per diem rate to which the employee is entitled. Under this provision, the minimum per diem rate will be \$6 unless the employee receives a per diem rate of less than \$6 in which case the dependent will receive the same rate as the employee.

e. Amount Payable When Travel of Dependents Limited to Cost of Government-Offered Air Transportation. When the travel of a dependent is limited to the cost of Government-offered air transportation, per diem will be limited to the amount that would be payable had the dependent used the Government-offered air transportation.

2. EXCLUSIONS. Per diem is not authorized for the following:

1. dependents of a new appointee assigned to a first duty station assignment;
2. dependents of an employee assigned outside the continental United States in connection with renewal agreement travel, when the return is to an overseas duty station in the same locality (when return is to an overseas duty station, in a different geographical location, because of a permanent change of station, see par. C7008);
3. dependents of an employee assigned to a post of duty outside the continental United States returning to place of actual residence for separation;
4. dependents authorized transportation to or from an employee's training location when such transportation is authorized in lieu of per diem or actual expense allowances for the employee while at the training location under the provisions of par. C4502.

3. ROUND TRIP TRAVEL TO SEEK PERMANENT RESIDENCE. When the spouse of an employee performs travel unaccompanied by the employee, pursuant to the provisions of par. C4107, per diem will be payable at the same rate as that to which the employee would be entitled under par. C4552 for the period of time authorized. When both the employee and spouse travel together pursuant to the provisions of par. C4107, the per diem for the spouse will be three-fourths of the per diem rate to which the employee is entitled under par. C4552.

4. TRAVEL INCIDENT TO EVACUATION. When dependents perform travel in connection with evacuation, per diem is payable in accordance with the provisions of Chapter 12.

5. TRAVEL OF STUDENT DEPENDENT FOR PURPOSE OF ATTENDING SCHOOL. When student dependents of civilian employees in foreign areas perform travel at Government expense to or from school, under the provisions

of par. C7005, per diem payable for the time required to perform the authorized travel by the mode of transportation authorized will be in accordance with par. C4552-2 for travel within the continental United States, and par. C4552-3 for travel outside the continental United States. The prohibition in par. C4550-7 is applicable.

C7007 TRAVEL OF DEPENDENTS UNACCOMPANIED BY EMPLOYEE

Travel Voucher or Subvoucher (DD Form 1351-2) showing dependents' itinerary will be used in submitting claims for reimbursement of authorized travel expenses incurred by dependents unaccompanied by the employee sponsor. Dependents' names, relationship, and dates of birth will be included in the remarks section of the DD Form 1351-2. The voucher will be prepared, signed, and routed for settlement in the same manner as that prescribed in par. C5004-1. Reimbursement is allowed for baggage handling charges as specified in par. C4705-5, taxi fares, cost of commercial transportation not covered by transportation requests, or mileage allowance and ferry and toll charges for travel by privately owned automobile subject to limitation of cost to the Government for travel by the usual mode of transportation, when applicable. The voucher will include the following documents and information:

1. 3 copies of the official travel order (in the Navy, the original and 2 copies of the travel order);
2. for travel by privately owned automobile, a statement of the points between which travel is performed; distances between points traveled as determined from speedometer readings, and the highway mileage (in the Navy, a statement of ownership of the conveyance);
3. memorandum copies of transportation requests, if used (not applicable in the Navy);
4. if transportation requests are not used, ticket stubs and seat or berth checks showing transportation and accommodations.

C7008 PAYMENT OF PER DIEM TO DEPENDENTS INCIDENT TO NEW PERMANENT DUTY STATION WHEN RENEWAL AGREEMENT TRAVEL INVOLVED

Dependents of an employee assigned at an overseas duty station are entitled to per diem incident only to travel to the new permanent duty station when renewal agreement travel is involved and the return travel is to an overseas duty station in a different town, city, or geographical locality. Per diem is computed on the basis of the constructive travel

time between the old and new permanent duty stations. The per diem, when authorized, relates only to the performance of permanent change-of-station travel.

EXAMPLE 1

An employee on permanent duty in Frankfurt, Germany, is authorized renewal agreement travel to place of actual residence in the continental United States with onward travel to a new permanent duty station in Hawaii. He is accompanied by his dependents. Travel is by air. Per diem allowance for dependents while en route is limited to the constructive travel time by air between the old and new duty stations.

EXAMPLE 2

An employee at a permanent duty station in Frankfurt, Germany, is authorized renewal agreement travel to place of actual residence in the continental United States, with return to a new permanent duty station in London, England. He is accompanied by his spouse. Travel is by air. His dependent son, 18 years old, does not accompany him but proceeds by privately owned automobile from Germany to the employee's new duty station in England. The per diem allowance for the wife is limited to that payable on the basis of the constructive travel time from the old permanent duty station to the new permanent duty station. There is eligibility for per diem (and mileage) allowance for the dependent son while en route.

C7009 TRANSPORTATION OF HANDICAPPED STUDENTS FOR DIAGNOSTIC AND EVALUATION PURPOSES

Space-required and space-available tuition free Department of Defense Dependents Schools (DODDS) students, who are or may be considered handicapped under DODINST 1342.12, are authorized transportation expenses and per diem or actual expense allowances, as applicable, to the same extent as prescribed in this Volume for travel by employees on temporary duty, when competent medical or educational authorities request a diagnosis or evaluation under the provisions in DODINST 1342.12, and travel is necessary in connection with such diagnosis or evaluation. If those authorities request that one or both of the student's parents or guardian be present, either to participate in the diagnosis or evaluation or to escort the student, transportation expenses and per diem or actual expense allowances, as applicable are similarly authorized for the parents or guardian.